

<p><b>Expressing Affection</b></p> <ol style="list-style-type: none"> <li>1. Decide if you have good feelings about the other person.</li> <li>2. Decide if the other person would like to know about your feelings.</li> <li>3. Choose the best way to express your feelings.</li> <li>4. Choose the best time and place to express your feelings.</li> <li>5. Express your feelings in a friendly way.</li> </ol>	<p><b>Responding to Failure</b></p> <ol style="list-style-type: none"> <li>1. Decide if you have failed at something.</li> <li>2. Think about why you have failed.</li> <li>3. Think about what you could do to keep from failing another time.</li> <li>4. Decide if you want to try again.</li> <li>5. Try again using your new idea.</li> </ol>
<p><b>Deciding What Caused a Problem</b></p> <ol style="list-style-type: none"> <li>1. Define what the problem is.</li> <li>2. Decide what caused the problem.</li> <li>3. Decide if you can say or do something to resolve the problem.</li> <li>4. If you can, resolve the problem.</li> </ol>	<p><b>Dealing with Embarrassment</b></p> <ol style="list-style-type: none"> <li>1. Decide if you are feeling embarrassed.</li> <li>2. Decide what happened to make you feel embarrassed.</li> <li>3. Decide on what will help you feel less embarrassed and do it.</li> </ol>
<p><b>Apologizing</b></p> <ol style="list-style-type: none"> <li>1. Decide if it would be best for you to apologize for something you did.</li> <li>2. Think of the different ways you could apologize.</li> <li>3. Choose the best time and place to apologize.</li> <li>4. Make your apology.</li> </ol>	<p><b>Negotiating</b></p> <ol style="list-style-type: none"> <li>1. Decide if you and the other person are having a difference of opinion.</li> <li>2. Tell the other person what you think about the problem.</li> <li>3. Ask the other person what he/she thinks about the problem.</li> <li>4. Listen openly to his/her answer.</li> <li>5. Think about why the other person might feel this way.</li> <li>6. Suggest a compromise.</li> </ol>
<p><b>Avoiding Trouble with Others</b></p> <ol style="list-style-type: none"> <li>1. Decide if you are in a situation that might get you into trouble.</li> <li>2. Decide if you want to get out of the situation.</li> <li>3. Tell the other people what you decided and why.</li> <li>4. Suggest other things you might do.</li> <li>5. Do what you think is best for you.</li> </ol>	<p><b>Dealing with Embarrassment</b></p> <ol style="list-style-type: none"> <li>1. Decide if you are feeling embarrassed.</li> <li>2. Decide what happened to make you feel embarrassed.</li> <li>3. Decide on what will help you feel less embarrassed and do it.</li> </ol>